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DIRECTOR OF MENTAL HEALTH'S REPORT DATED MAY 19, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATED JUNE 4, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATED JUNE 18, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATED JULY 2, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATED JULY 16, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATED JULY 31, 2014

CHIEF EXECUTIVE OFFICER'S REPORT DATE AUGUST 19, 2014

CHIEF EXECUTIVE OFFICER'S AND DIRECTOR OF MENTAL HEALTH'S
REPORT ON THE TOKYO LOFT SITE DATED SEPTEMBER 10, 2014



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

July 2, 2014

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer *WTF*

Marvin J. Southard, D.S.W.
Director of Mental Health *MJS*

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Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REPORT BACK ON PREVENTING A MENTAL HEALTH SERVICE REDUCTION FOR DOWNTOWN RESIDENTS (ITEM NO. 55, AGENDA OF MAY 20, 2014)

On May 20, 2014, a Motion presented by Supervisor Ridley-Thomas directed the Chief Executive Officer (CEO) to work with the Department of Mental Health (DMH) to report back every two weeks regarding the identification of appropriate alternative sites for the provision of DMH CalWORKs services, Wellness Clinical Team services, and Prevention and Early Intervention programs that were relocated from the Little Tokyo Lofts (LTL) site, so that no service delivery delays or reductions will occur for the County residents originally targeted for services. Every two weeks written updates will be provided to the Board until alternative sites are identified and opened for services.

Since our last report dated June 18, 2014, CEO Real Estate Division (CEO-RED) has made progress in locating alternative space for the CalWORKs program and space for the Preventive and Early Intervention (PEI) program. The location is 621 South Maple Avenue and 224 East 6th Street – former Greyhound/Rapid Transit District (RTD) station covering the entire City block. If space allows, the Wellness Clinical Team will also be programmed into this location. It was previously planned that CalWORKs would be located in the Leavey Community Health Center. However, due to the lack of clinical space and the impact on client services, we have found a more suitable alternative. DMH staff has reviewed the location and a review by Second District staff has been scheduled for July 14, 2014. CEO-RED and the building management continue to work on the space plan and lease terms. Once lease terms and necessary tenant

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improvements (TI's) are negotiated, we will need expedited approval by the Board to enter into the lease and approval of the funding for the TI's to avoid undue interruption of client services. We will continue to provide additional details of our progress in our next report on July 16, 2014.

Progress continues on the preparation of the modular space located at 640 and 646 South Maple Avenue that is planned to house the Wellness Teams. This location will also house the staff moving from the Downtown Mental Health Clinic (DMHC). The CEO Board Letter seeking approval of the renovation project of the County purchased DMHC building is scheduled for July 29, 2014.

The following is an update on sites reviewed by CEO-RED over the past two weeks:

- 1813 East Washington Boulevard – Staff has toured the site, however, the ownership continues to be non-responsive regarding our desire to discuss a possible lease for DMH services. We will continue to reach out to them.
- 543 South Crocker Street – The Volunteers of America (VOA) facility was toured with DMH staff. It has been determined that this site is not the most suitable for the current DMH program needs due to limited space and parking availability.
- 621 South Maple Avenue and 224 East 6th Street – [Former Greyhound/Rapid Transit District (RTD) station covering the entire City block] – Discussions are progressing as an alternative site for both the PEI and CalWORKs programs.
- 415 East 6th Street - Constructive discussions continue with the ownership as a possible long-term DMH DMCH satellite office once the owner completes major renovations of the building. The DMH tour of the premises on June 17, 2014, yielded positive feedback. This site could provide long term space if the owner moves forward with their plans to renovate the property.

With regard to the status of the LTL site, the CEO continues contact with the LTL facility management. A tour of the facility to discuss safety issues with the CEO, DMH staff and Sheriff is targeted for early August to be followed by a meeting with the residents. DMH administrative staff targeted to move into the LTL site toured the parking location, reviewed the preliminary space plan and met regarding their concerns on June 18, 2014. There were a number of concerns noted by staff, mainly focused on personal safety due to the close proximity to the core of the skid row community. CEO and Union representatives were present and committed to working together to resolve as many concerns as possible to facilitate the transition. The administrative staff move to the LTL is targeted for November 2014.

Each Supervisor
July 2, 2014
Page 3

The CEO and DMH have made significant progress in finding alternative space suitable to continue client services. We are hopeful that we can negotiate lease and TI terms with the building ownership that will meet the approval of the Board so that a workable plan can be implemented as soon as possible.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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RLR:RK:os

c: Executive Office, Board of Supervisors
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WILLIAM T FUJIOKA
Chief Executive Officer

June 4, 2014

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer
Robin Kay for
Marvin J. Southard, D.S.W.
Director of Mental Health

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REPORT BACK ON PREVENTING A MENTAL HEALTH SERVICE REDUCTION FOR DOWNTOWN RESIDENTS (ITEM NO. 55, AGENDA OF MAY 20, 2014)

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Since the action of the Board on May 13, 2014, to relocate DMH services from LTL, CEO Real Estate Division (CEO-RED) has located office space for the CalWORKs services within the Leavey Community Health Center, currently leased by the County, which is located at 522 San Pedro Street. CalWORKs serves clients that have ongoing treatment needs. The movement of staff to this location will allow their treatment to continue without interruption. The Leavey site is currently available, but has limited clinical space which will allow clients to continue to be treated, but they will be seen less frequently. Currently each CalWORKs client is seen approximately 20 times each year. With limited space, the average number of visits may decrease to approximately 15 per year. However, in order to compensate, DMH will attempt to arrange shorter visits and staff will maintain more frequent telephone contact with each client. Services to CalWORKs clients are set to begin on July 1, 2014, in the Leavey location.

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In addition, DMH and CEO-RED have worked together to identify space for the Wellness Teams in the temporary modular office space currently targeted to be operational by July 1, 2014, located at 640 and 646 South Maple Avenue. The modular office will house the Downtown Mental Health Clinic (DMHC) during the renovation of its current location at 529 South Maple Avenue. Although client services will not be interrupted, this facility also has limited clinical space availability that will reduce the frequency of client visits from approximately 14 visits per year to approximately 11 visits per year. As with the CalWORKs program, DMH will attempt to arrange shorter visits, maintain contact with clients by telephone and will develop off-site Wellness activities in order to preserve client services to the greatest extent possible.

Recognizing the clinical space limitations in both the Leavey and modular office space locations, CEO-RED will continue to search for alternative space for the CalWORKs and Wellness Teams that will not require a reduction in client visits. Our bi-weekly reports to the Board will document our efforts throughout the service area.

In contrast to the CalWORKs and Wellness Teams, clients served in Prevention and Early Intervention (PEI) programs receive short-term services. DMH plans to complete the treatment of existing clients by July 1, 2014. CEO-RED has not identified space for this program, but is actively searching each day. Over the past two weeks the following properties were assessed as potential relocation sites for the PEI program:

- 1813 East Washington Boulevard – Staff has toured the site, however, the ownership has been non-responsive regarding our desire to enter into a lease for DMH services. We will continue to reach out to them.
- 543 South Crocker Street – The Volunteers of America (VOA) facility was toured with DMH and the First District. An invitation has been extended to staff of the Second District to tour with DMH. The site presents some challenges in separating the existing and ongoing homeless veterans and women's bed facilities from clients to be served in the PEI program. Further evaluation of the suitability of the site and discussions with VOA is required.
- 415 South San Pedro Street – The property is in escrow as an investment property.
- 621 South Maple Avenue – [Former Greyhound/Rapid Transit District (RTD) station covering the entire City block] – Staff has toured the 3,100 square foot storefront with building management for housing the PEI program. Discussions continue with the property management for the possibility of a temporary two-year lease until completion of the renovation of the DMHC.

- 4th Place – This property is located across the street from the Department Public Social Services facility on 4th and Hewitt. It is listed for lease with the Piken Company, but they have been non-responsive. We will continue to reach out to them for a tour and discussion.
- 415 East 6th Street – Investors are in escrow to purchase the building and they are planning major renovations to the building, estimated to be completed within two years. Preliminary discussions with the prospective owners indicate they are very receptive to housing all three of the DMH programs. If constructive discussions can continue, this facility could be available at the same time as the DMHC is completed, allowing future skid row DMH program services to be provided in strategically located satellite space near the renovated DMHC.

With regard to status of the LTL site, the CEO and DMH have worked closely with one another to implement the transition of the leased space in the LTL to administrative staff use. The new tenant improvement administrative plans have been completed and are in the design and permitting phase. It is estimated that construction will commence by mid-July for later relocation of other DMH administrative staff. The CEO has made contact with the LTL facility management and it has agreed to distribute a letter being prepared by the CEO to all residents informing them of the Board's action to utilize the leased space on the ground floor of the building for DMH administrative staff use only. In addition, that letter will invite residents to a meeting with County staff of the CEO, DMH, and Sheriff to discuss any concerns regarding the County's occupancy in the Little Tokyo Lofts. The letter is targeted for transmittal to the LTL facility management by June 16, 2014.

The CEO and DMH continue to follow every lead possible to find alternative space for client services. Although we have an immediate solution for the CalWORKs and Wellness Clinical Teams, we continue to search for more suitable accommodations to provide the optimum level of services required.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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June 18, 2014

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Marvin J. Southard, D.S.W.
Director of Mental Health

REPORT BACK ON PREVENTING A MENTAL HEALTH SERVICE REDUCTION FOR DOWNTOWN RESIDENTS (ITEM NO. 55, AGENDA OF MAY 20, 2014)

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Since our last report dated June 4, 2014, CEO Real Estate Division (CEO-RED) located office space for the CalWORKs services within the Leavey Community Health Center, currently leased by the County, which is located at 522 San Pedro Street. However, due to the lack of clinical space and the impact on client services, we continue to search for alternative space that will more adequately meet the program's needs.

Plans continue to move forward to locate the Wellness Teams within the temporary modular space located at 640 and 646 South Maple Avenue. Staff from the Department of Public Works (DPW) and the Department of Water and Power has worked diligently on the permitting process and power supply to the site to ensure everything will be in

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place for the movement of staff from the Downtown Mental Health Clinic (DMHC) targeted by mid-July. Escrow closed on the purchase of the DMHC on May 30, 2014. DPW is proceeding with the Board Letter for consideration of the project to renovate the building.

In our report dated June 4, 2014, CEO-RED had not yet identified space for the Preventive and Early Intervention (PEI) program. Over the past two weeks we have some possibilities that we continue to pursue that could result in a possible lease for this program, as well as an alternative for the CalWORKs program. If CEO-RED is successful in negotiating lease terms for the space, we may need expedited approval by the Board to enter into leases and approval of funding for the necessary tenant improvements (TI's). The CEO will address the source of funding for the TI's once the lease terms are agreed upon. We will provide additional details in our next report on July 2, 2014.

The following is an update on sites reviewed by CEO-RED over the past two weeks:

- 1813 East Washington Boulevard – Staff has toured the site, however, the ownership has continued to be non-responsive regarding our desire to discuss a possible lease for DMH services. We will continue to reach out to them.
- 543 South Crocker Street – The Volunteers of America (VOA) facility was toured with DMH staff. The site continues to present challenges in separating the existing and ongoing homeless veterans and women's bed facilities from clients to be served in the PEI program. Further evaluation of the suitability of the site and discussions with VOA is required.
- 621 South Maple Avenue and 224 East 6th Street – [Former Greyhound/Rapid Transit District (RTD) station covering the entire City block] – Discussions are ongoing with the property ownership for the possibility of a temporary two-year lease until completion of the renovation of the DMHC. The site is being considered for both the PEI and CalWORKs programs as available space allows.
- 4th Place – This property is located across the street from the Department Public Social Services facility on 4th and Hewitt. The lease signage has been removed.
- 415 East 6th Street - Constructive discussions continue with the ownership as a possible long-term DMH DMCH satellite office once the owner completes major renovations of the building. DMH is scheduled to tour the premises on June 17, 2014.

Each Supervisor
June 18, 2014
Page 3

With regard to status of the LTL site, the CEO continues contact with the LTL facility management and has shared a draft letter prepared by the CEO to all residents informing them of the Board's action to utilize the leased space on the ground floor of the building for DMH administrative staff use only. CEO and DMH are scheduling a site visit to LTL with Sheriff staff to review safety concerns and possible solutions, prior to a meeting with residents. Scheduling of a meeting with residents is pending, but targeted for July or August 2014.

The CEO and DMH continue to follow every lead possible to find alternative space for client services. We are hopeful that we can negotiate lease terms to provide the optimum level of services required for all DMH clients.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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Chief Executive Officer

July 16, 2014

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Since our last report dated July 2, 2014, CEO Real Estate Division (CEO-RED) has made significant progress in locating alternative space for the CalWORKs program and space for the Preventive and Early Intervention (PEI) program. The location is 621 South Maple Avenue and 224 East 6th Street – former Greyhound/Rapid Transit District (RTD) station covering the entire City block. DMH staff has toured the location and a tour by Second District staff has been re-scheduled to a later date to be determined. Legal counsel of the building owners are currently reviewing the lease terms. We anticipate completion of negotiations in early August. At that time we will draft a motion that we hope will be sponsored by one of the Board Offices to consider approval of the lease and tenant improvement terms. This will accelerate the process and provide a location to continue client services without undue delay.

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July 16, 2014
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Progress continues on the preparation of the modular space located at 640 and 646 South Maple Avenue that is planned to house the Wellness Teams. This location will also house the staff moving from the Downtown Mental Health Clinic (DMHC). The Board approved the renovation of the DMHC building on July 15, 2014.

With regard to the status of the LTL site, the CEO continues contact with the LTL facility management. A tour of the facility to discuss safety issues with the CEO, DMH staff, and Sheriff is targeted in August to be followed by a meeting with the residents. DMH continues its assessment of the best fit of staff functions to transition to the LTL leased space. The administrative staff move to the LTL is targeted for November 2014.

The CEO and DMH have made significant progress in finding alternative space suitable to continue client services. We are hopeful that we can negotiate lease and TI terms with the building ownership that will meet the approval of the Board so that a workable plan can be implemented as soon as possible.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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Chief Executive Officer

July 31, 2014

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From: William T Fujioka
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Since our last report dated July 16, 2014, DMH and Second District staff has toured the proposed alternative space for the CalWORKs program and Preventive and Early Intervention (PEI) programs and determined that it is suitable. The location is 621 South Maple Avenue and 224 East 6th Street – former Greyhound/Rapid Transit District (RTD) station covering the entire City block. CEO Real Estate Division (CEO-RED), County Counsel, and legal counsel for the building owners are in the final phase of approving the lease terms. Notifications of the building's proposed occupation have been issued to the City of Los Angeles, First and Second Districts. The proposed space is in a retail district and has been posted with numerous notifications of the County's intended use. In addition, CEO-RED has confirmed that the City of Los Angeles will work closely with us to expedite the permits for the tenant

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improvements required for the new space. A tentative schedule of events leading to completion of the project will be discussed in upcoming reports. Client services continue to be conducted at the Downtown Mental Health Center (DMHC) while steps are taken to prepare the alternative site.

The successful completion of the modular space located at 640 and 646 South Maple Avenue will allow a portion of DMH staff to move into the facility August 2-3, 2014. Some operations will continue at the former DMHC while the Department of Public Works begins preliminary work on the aggressive schedule of the building's renovation.

With regard to the status of the LTL site, the CEO continues contact with the LTL facility management. DMH is scheduled to move its Human Resources operation into the space in November 2014.

The CEO and DMH are close to resolving the location of alternative space suitable to continue client services. Once all terms are negotiated, we hope to present to the Board a plan that will meet your approval.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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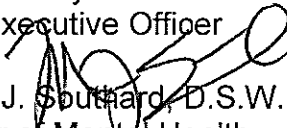
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500 West Temple Street, Room 713, Los Angeles, California 90012
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WILLIAM T FUJIOKA
Chief Executive Officer

August 19, 2014

To: Supervisor Don Knabe, Chairman
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From: William T Fujioka
Chief Executive Officer

Marvin J. Southard, D.S.W.
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Since our last report dated July 30, 2014, CEO Real Estate Division (CEO-RED) has negotiated lease terms with the owners of 621 South Maple Avenue and 224 East 6th Street – former Greyhound/Rapid Transit District (RTD) station. This location will house the CalWORKs program and Preventive and Early Intervention (PEI) programs. CEO-RED will work with the Second Supervisorial District on a motion for the Board to consider approval of the lease terms to expedite the execution of the lease and to quickly begin the tenant improvements. Timing is essential as the continuation of services in the Downtown Mental Health Center (DMHC) is impacting the demolition work necessary to conduct the capital project renovations of the building, which is on a tight timeframe for completion. Pending approval of the lease by the Board, the renovations can be completed and the remaining staff can vacate the DMHC facility.

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August 19, 2014
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On August 2-3, 2014, DMH successfully relocated the majority of staff from the DMCH to the modular space located at 640 and 646 South Maple Avenue. All operations are functioning appropriately and there was little disruption in delivery of services.

With regard to the status of the LTL site, CEO-RED, DMH, and Sheriff Security Services is scheduled to meet with LTL facility management on August 22, 2014 to review any safety or security issues identified at the LTL site. In accordance with the Board's direction, we seek to rectify any safety concerns and provide a process for reporting any resident concerns prior to the relocation of administrative staff to the former leased space. In addition, we have scheduled a meeting with the residents on September 18, 2014 to discuss the Board's directive to move administrative staff only into the leased space and to discuss the resumption of construction in the space to prepare for the alternative use. LTL building management will distribute letters to each resident notifying them of the meeting, and the CEO will follow-up with a letter to each resident after the meeting summarizing the discussion and actions adopted. DMH is scheduled to move its Human Resources operation into the space in November 2014.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

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LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
550 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



MARVIN J. SOUTHARD, D.S.W.
Director

ROBIN KAY, Ph.D.
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

May 19, 2014

TO: Each Supervisor
Robin Kay, Ph.D. for
FROM: Marvin J. Southard, D.S.W.
Director
SUBJECT: **SERVICE AND FISCAL IMPACT OF CHANGE IN SERVICE DELIVERY
LOCATIONS FOR DOWNTOWN MENTAL HEALTH PROGRAMS
(ITEM # 55 – AGENDA OF MAY 20, 2014)**

During the May 13, 2014, meeting of your Board, pursuant to a motion by Supervisor Gloria Molina, the Chief Executive Office (CEO) was directed to immediately identify alternative locations for three Los Angeles County Department of Mental Health (DMH) programs originally scheduled to occupy leased space at Little Tokyo Lofts. An amendment by Supervisor Mark Ridley-Thomas directed DMH to report back in one week on the financial and service impact of the required relocation. As discussed during the meeting of your Board, the analysis is predicated on several possible scenarios. This memorandum will provide you with background information and an analysis of the two most likely scenarios.

Background:

The DMH Downtown Mental Health Center (DMHC), headquartered at 529 Maple Street, Los Angeles, currently delivers a variety of mental health programs including:

- Crisis Resolution Services - intended to address the immediate assessment and stabilization needs of individuals who are entering mental health treatment.
- Wellness Services - offered by three interdisciplinary teams, providing ongoing mental health and case management services for individuals on the path to recovery.
- Prevention and Early Intervention (PEI) Services - which address the short-term treatment needs of individuals encountering an acute mental health stressor.
- CalWORKs Mental Health Services - which help individuals – primarily women – overcome the mental health obstacles they face in seeking employment.

Due to the size of the population currently served, additional DMHC programs are offered at two satellite locations:

- Field-based services are housed at 522 San Pedro Street but are delivered throughout the downtown area.

- Full Service Partnership services are located at 529 Maple Street in Little Tokyo Lofts, where the team has delivered services to individuals with serious and persistent mental illness since 2011.

Using Mental Health Services Act funding, your Board approved a plan for the purchase and renovation of the DMHC Maple Street location. The goal of this acquisition is to update the facility and attempt to create more usable space since, in its current configuration, the building is inadequate for the needs of staff and the population that is served. Concurrent with the renovation, the CEO Real Estate Division attempted to identify lease space that could accommodate the facility needs anticipated to continue after the renovation of the Maple Street location. After a two-year search of 13 potential facilities in the downtown Los Angeles area, Little Tokyo Lofts was identified as the site for permanent relocation of the following three programs currently housed at Maple Street: one Wellness Team, CalWORKs Mental Health Services, and PEI Services. During the period of the renovation, all remaining Maple Street staff will be housed in several trailers situated on parking lot space in the downtown area; these programs will return to the Maple Street location once the construction is completed.

Based on Supervisor Molina's Motion, DMH and the CEO must accomplish two objectives: 1) identify DMH administrative programs that can occupy the leased space in Little Tokyo Lofts and 2) attempt to locate alternate space for the three teams listed above. The analysis of these objectives including the fiscal and service impacts are described in the sections that follow.

Objective #1: Identify DMH administrative programs that can occupy the leased space in Little Tokyo Lofts

Status: Completed

For the past year, DMH has been working with CEO to identify space for the Department's Countywide Resource Management (CRM) division. To comply with the motion approved by your Board, DMH will move the CRM staff, along with some support staff from DMHC, to Little Tokyo Lofts.

Service Impact: None.

Fiscal Impact: No fiscal impact due to reconfiguring interior space at Little Tokyo Lofts. CEO has worked with the owner of the commercial ground floor leased space to modify the build-out plan with no additional cost to the County. It is estimated that an additional \$6,000 per month will be required for staff parking.

Objective #2: Attempt to locate space for staff of the CalWORKs, Wellness, and Prevention and Early Intervention Treatment Teams

DMH was asked to quantify the fiscal and service impacts attributable to not locating the three above treatment teams at Little Tokyo Lofts. This fiscal/service impact analysis is contingent upon the ability of CEO to identify alternative space. Two likely scenarios are outlined below.

Scenario 1: CEO Identifies Alternative Space

In Los Angeles County the CEO Real Estate Division has responsibility for managing and negotiating all leased space for County departments. DMH is responsible for providing the CEO with a space request document that details the specific space needs of the program searching for a site. DMH has provided the CEO with the specifications required for the Wellness Team, CalWORKs Mental Health Team, and the PEI Team. In addition, DMH has now provided the CEO with square footage required for each team should they be housed individually. DMH has also provided the square footage requirements for various combinations of the three teams in the event several – but not all – of the teams might be housed together. Should the CEO succeed in identifying alternative space for any or all of the displaced teams, there will be little or no fiscal or service impact to DMH or our clients. We will direct the lease funding, previously identified for these three services, to a new leased facility. Any impact would be derived from potentially higher lease costs that are unknown at this time. CEO Real Estate is diligently seeking appropriate alternative space, including a review of leads offered in public testimony to the Board on May 13, 2014.

Scenario 2: CEO Cannot Identify Alternative Space

DMH has been working on emergency contingency plans in the event the CEO Real Estate Division cannot identify alternative space in the short term. Since the Maple Street location must be vacated in order to begin construction in June or July, DMH is preparing to relocate teams on an emergency basis so that services may continue without interruption for clients that are in ongoing treatment. The alternatives currently identified will enable the two continuous treatment teams to continue delivering services in the downtown area without interruption, albeit in smaller clinical spaces; eventually, these teams will return to Maple Street. For the two years of the renovation, this will result in a decrease in service level with a concomitant decrease in revenue. However, clients will continue to be served. At this time, the CEO has not identified space for one team. As a result, should additional space be unavailable at the time the Maple Street location must be vacated, DMH will elect to disperse the treatment team that provides time-limited services and will redirect staff to other clinics. Details are as follows:

- CalWORKs Mental Health Services. DMH intends to relocate seven CalWORKs mental health staff to space at the Leavey Community Health Center. The amount of interview/treatment space available is less than that occupied by the team at Maple Street and will result in less service delivered to the 300 clients. Decrease in service levels with a corresponding decrease in revenue is projected at \$235,000 per year. Additional rental costs for the Leavey Community Health Center space is approximately \$3,000 per month for the space and \$490 per month for seven parking spaces.
- Wellness Team. DMH plans to move the Wellness Team into the temporary trailers where they will join two additional Wellness Teams and the Crisis Resolution Services. Support staff for these programs will be moved to Little Tokyo Lofts. Although this will provide workspace for the Wellness Team, the additional clinical interview/treatment space will not be increased. Therefore, for the two years of the Maple Street renovation, the Wellness Team will encounter limitations in level of services that can be delivered resulting in a projected loss of \$775,000 in revenue. Nevertheless, DMH will continue to serve the 800 clients assigned to this team, albeit approximately 50% less frequently than would have been possible at Little Tokyo Lofts. Some inefficiency will also result from the separation of support staff from the clinical teams to which they are attached. DMH will also continue to explore field-based options for delivery of wellness services (e.g., use of space in parks) to mitigate the reduction in services due to space limitation.
- Prevention and Early Intervention Services. By definition, PEI services are short-term interventions. DMHC served 313 PEI clients in Fiscal Year 2012-13; many of the clients currently in treatment will complete their course of therapy within the next several months. DMH continues to work with the CEO to identify an alternative space for this team. At the present time, until space can be identified, DMH plans to relocate the PEI staff to other directly-operated clinics. This will represent a loss of service to approximately 300 clients in the downtown area each year. However, since the relocated staff will continue to serve clients in other communities, there is no anticipated fiscal impact due to this change.

Additional Question: Complaints to Law Enforcement Regarding DMH Clients

During the meeting of your Board, DMH was asked about the number of documented incidents of DMH clients wandering into private Little Tokyo Lofts residential space. DMH has contacted the Sheriff's Department staff assigned to the DMH FSP program and the security guard employed by Little Tokyo Lofts. Neither has been able to recall or produce any documented incident in which a DMH client wandered into private residential space at Little Tokyo Lofts. DMH has reviewed the log of Security Incident

Each Supervisor
May 19, 2014
Page 5

Reports dating back to February 2012 and finds no documented incidents of this nature. It should be noted that in the original design of the FSP suite at Little Tokyo Lofts, DMH and the CEO space planners took precautions to ensure that clients and staff would not encroach on the shared corridor that separates the rear of the commercial ground floor space from ground floor lofts. A glass wall with security keypad separates client areas that are situated in the front of the building from the support areas in the rear. DMH staff is cautioned to use the door to the shared corridor in case of emergency only.

DMH was also asked whether we were aware of crime reports to the Los Angeles Police Department (LAPD) regarding DMH clients at Little Tokyo Lofts. Staff has researched the LAPD web site which contains information regarding criminal activities for the past six months. The site lists no crimes for the Little Tokyo Lofts location during this time period.

If you have any questions, please contact my office, or your staff may contact Robin Kay, Ph.D., Chief Deputy Director, at (213) 738-4108.

MJS:RK:lw

c: Chief Executive Officer
Executive Officer, Board of Supervisors
County Counsel
Health Deputies



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

August 25, 2014

To Residents of the Little Tokyo Lofts
420 G3 South San Pedro Street
Los Angeles, CA 90012

Dear Resident:

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

COUNTY LEASED SPACE IN LITTLE TOKYO LOFTS COMMERCIAL AREA

This letter is in response to concerns noted by residents of the Little Tokyo Lofts (LTL) in regard to County leased space in the commercial area of the building in May 2014.

On January 21, 2014, the County of Los Angeles Board of Supervisors (Board) approved an eight-year lease for 18,993 square feet of commercial space at 420 G3 South San Pedro Street, Los Angeles, CA 90012 for the purpose of servicing County residents eligible for various programs offered by the County of Los Angeles Department of Mental Health (DMH). The approved lease allowed for the construction of tenant improvements in order to accommodate the planned programs.

In response to your inquiries and concerns during the construction, on May 13, 2014, the Board instructed DMH to occupy the leased space with DMH **administrative** staff only. There will be no client services provided in the expanded commercial space. The space currently occupied by the County that services clients in space 355 will remain intact. The Statement of Proceedings by the Board on this matter may be reviewed on the following link: <http://file.lacounty.gov/bos/supdocs/85680.pdf>.

In an effort to address your concerns regarding the safety of the current program, the revised construction plan and any concerns regarding the new use of the space, the County invites you to meet with representatives of the Chief Executive Office (CEO), DMH, and Sheriff to discuss workable solutions. During that meeting we will also discuss ways in which you can communicate concerns regarding DMH operations and be assured those concerns are adequately addressed.

The meeting will take place on Thursday, September 18, 2014 at 7:00 p.m. at the Kawada Building, 222 South Hill Street, Los Angeles, CA 90012, 4th Floor Conference Room. Parking will be available in the lot adjacent to the building.

If you are unable to make the meeting, the CEO will transmit a written summary of the meeting's discussion and actions to each resident the week of September 29, 2014.

If you have any questions or concerns, please contact me at rrobinson@ceo.lacounty.gov.

Sincerely,


RITA L. ROBINSON
Deputy Chief Executive Officer
Community Services Cluster

RLR:os

"To Enrich Lives Through Effective And Caring Service"

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County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
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WILLIAM T FUJIOKA
Chief Executive Officer

September 10, 2014

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Marvin J. Southard, D.S.W.
Director of Mental Health

Two handwritten signatures are present. The first signature, in dark ink, appears to be "WTF" (William T. Fujioka). The second signature, in blue ink, appears to be "MS" (Marvin J. Southard).

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REPORT BACK ON PREVENTING A MENTAL HEALTH SERVICE REDUCTION FOR DOWNTOWN RESIDENTS (ITEM NO. 55, AGENDA OF MAY 20, 2014)

On May 20, 2014, a Motion presented by Supervisor Ridley-Thomas directed the Chief Executive Officer (CEO) to work with the Department of Mental Health (DMH) to report back every two weeks regarding the identification of appropriate alternative sites for the provision of DMH CalWORKs services, Wellness Clinical Team services, and Prevention and Early Intervention programs that were relocated from the Little Tokyo Lofts (LTL) site, so that no service delivery delays or reductions will occur for the County residents originally targeted for services. Every two weeks written updates will be provided to the Board until alternative sites are identified and opened for services.

Since our last report dated August 19, 2014, the Board approved the lease terms for the 621 South Maple Avenue and 224 East 6th Street (former Greyhound/Rapid Transit District (RTD) Station) on September 2, 2014. This location will house the CalWORKs and the Preventive and Early Intervention (PEI) programs. Following necessary tenant improvements, the targeted relocation date of these programs is December 2014.

With regard to the status of the LTL site, CEO Real Estate Division (CEO-RED), DMH, Sheriff Security Services and the building renovation architect met with LTL facility management on August 22, 2014 to review any safety or security issues identified at the LTL site. We walked the building premises and identified residential areas we can ensure staff would not trespass. In addition, we have scheduled a meeting with the

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Each Supervisor
September 10, 2014
Page 2

residents on September 18, 2014 to discuss the Board's directive to move administrative staff only into the leased space and to discuss the resumption of construction in the space to prepare for the alternative use. A copy of the letter transmitted to residents by LTL Facilities Management is attached. CEO will follow-up with a letter to residents following the meeting, summarizing the discussion and actions adopted. LTL Facilities Management staff also plans to attend the meeting.

If you have questions, your staff may contact Rita Robinson at (213) 893-2477, or email rrobinson@ceo.lacounty.gov.

WTF:MJS
RLR:RK:os

c: Executive Office, Board of Supervisors
County Counsel



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

August 25, 2014

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420 G3 South San Pedro Street
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Sincerely,


RITA L. ROBINSON
Deputy Chief Executive Officer
Community Services Cluster

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